

RUSSELL FIRE-RESCUE STATION

October 16, 2019

Chairman Madden called the meeting to order at 5:30 pm. Trustee Gabram and Trustee Mueller were present. Fiscal Officer Karen Walder and Trustee Assistant Melissa Palmer were also present.

The following Department Heads were present: Police Chief Tim Carroll and Fire Chief John Frazier.

**MINUTES:** *Mr. Mueller moved to accept the minutes of the September 18, 2019 Regular Trustee's meeting as presented. Mr. Gabram seconded the motion and it passed unanimously.*

**QUARTERLY REPORTS:** *Mr. Gabram moved to acknowledge receipt of the third quarter 2019 departmental reports from the Police, Fire, Zoning and Road Departments. Mr. Mueller seconded the motion and it passed unanimously.*

**POLICE DEPT:** Police Chief Tim Carroll reported that on September 4 Officer Scott Lillash responded to a call that a young girl was being attacked by a dog. Officer Lillash responded immediately to the scene and successfully tasered the dog while it was actively and viciously attacking the young girl. Officer Lillash was successful in freeing the girl from the dog's grip preventing any further injuries. The young girl and her family were present at the meeting. Chief Carroll presented Officer Lillash with a commendation and a plaque. Chief Carroll also asked the girl to step forward and present Officer Lillash with a Life Saving pin.

Geauga County Auditor Chuck Walder presented Officer Lillash with a proclamation for his heroic act. Mr. Walder also presented the girl with a card as well.

Chairman Madden presented Officer Lillash with a Resolution of Commendation and Appreciation on behalf of the Trustees and Fiscal Officer.

**RESOLUTION 2019-15:** *Mr. Mueller made the motion to adopt Resolution 2019-15: A Resolution of Commendation and Appreciation for Police Officer Scott Lillash. Mr. Gabram seconded the motion and it passed unanimously.*

**FIRE DEPARTMENT HIRES:** *Mr. Mueller made the motion to hire Mr. Patrick M. Carroll as a part-time On-Call EMT at the beginning rate of \$11.51 per hour, per Salary Schedule 31, effective November 1, 2019, pending the completion of all paperwork with the Fiscal Officer. Mr. Gabram seconded the motion and it passed unanimously.*

*Mr. Gabram made the motion to hire John A. Coleman as a part-time Firefighter/Paramedic at the beginning rate of \$18.92 per hour, per Salary Schedule 31, effective November 1, 2019, pending the completion of all paperwork with the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.*

*Mr. Gabram made the motion to hire Christian A. Loucka as a part-time Firefighter/EMT at the beginning rate of \$15.96 per hour, per Salary Schedule 31, effective November 1, 2019, pending the completion of all paperwork with the Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.*

*Mr. Mueller made the motion to hire Mr. Kenneth J. Russell as part-time Clerical employee at the 15 year rate of \$27.57 per hour, per Salary Schedule 31, effective November 1, 2019, for up the 20 hours per week, pending the completion of all paperwork with the Fiscal Officer. Mr. Gabram seconded the motion and it passed unanimously.*

**WINTER VEHICLE STORAGE:** *Mr. Mueller made the motion to grant permission for Fiscal Officer Karen Walder to advertise the Administration Building Garage as available for winter vehicle storage and to let out space at the same rate and under the same contract terms as last season. Mr. Gabram seconded the motion and it passed unanimously.*

**SNOWPLOW BIDS: TOWNSHIP LOTS:** Mrs. Walder reported that the Township received 3 bids and typically prefers a per season contract versus per push, so there is finality in terms of Township expenditures. In reviewing the proposal, Mrs. Walder indicated that 2 of the bidders quoted 25 pushes, while the other quoted 28 pushes for the season. Normalizing these contracts for 28 pushes, CJ Landscaping came in as the lowest bidder for plowing, shoveling, and staking of the lots at \$6,415.00. Mrs. Walder reported that talking with the Road Superintendent and the Chiefs, there is a preference to have the same contractor that does the Township's landscaping handle the snowplowing as well, which is CJ Landscaping. Mrs. Walder recommended CJ Landscaping for both financial and service reasons.

*Mr. Mueller made the motion to accept the estimate for snowplowing services by CJ Landscaping LLC on a contract basis at the Russell Township Administration, Fire Department, and Police Department lots for the 2019/2020 season, with salting services to be provided by the Russell Township Road Department. Mr. Gabram seconded the motion and it passed unanimously.*

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*Mr. Gabram made the motion to authorize Fiscal Officer Karen Walder to execute the agreement for 2019/2020 snow clearing services with CJ Landscaping LLC. Mr. Mueller seconded the motion and it passed unanimously.*

**BANK RECONCILIATION & FINANCIAL REPORTS:** *Mr. Mueller made the motion to acknowledge receipt of the monthly bank reconciliation and financial reports for September, 2019, as submitted by Fiscal Officer Karen Walder. Mr. Gabram seconded the motion and it passed unanimously.*

**FO QUARTERLY REPORT:** *Mr. Gabram made the motion to acknowledge receipt of the third quarter 2019 report from the Russell Township Fiscal Officer. Mr. Mueller seconded the motion and it passed unanimously.*

#### **COMMENTS FROM THE PUBLIC WERE RECEIVED**

**VETERANS MEMORIAL:** Trustee Gary Gabram reviewed the open issue regarding the fiber mesh, which was not installed before pouring the concrete as the plans indicated. Trustee Gabram said he had talked to another contractor and the mesh is to help prevent cracking while the cement is curing, and has minimal effect long term. Mrs. Walder said that Radick's Landscaping has sent a payment request, which indicates a \$255.00 reduction in price for the missing fiber mesh. Radick's has also extended a 1 year warranty against cracking. Trustee Gabram feels that the 1 year warranty is sufficient since the mesh prevents cracking during the initial curing stage.

*Mr. Gabram made the motion to accept the one year guarantee, dated August 15, 2019, provided by Radick's Landscaping Inc of Chagrin Falls, OH, regarding cracking in the concrete walkway at the Veterans Memorial. Mr. Mueller seconded the motion and it passed unanimously.*

*Mr. Mueller made the motion to approve the pay request of \$19,021.75 to Radick's Landscaping Inc of Chagrin Falls, OH, for landscaping and construction services at the Veterans Memorial. Mr. Gabram seconded the motion and it passed unanimously.*

**EXECUTIVE SESSION:** *Mr. Gabram made the motion to move into executive session to consider the employment and compensation of a public employee and public officials pursuant to ORC 121.22 (G) (1). Mr. Mueller seconded the motion and it passed unanimously.*

The meeting moved into executive session at 6:00pm.

*Mr. Mueller made the motion to return to regular session. Mr. Gabram seconded the motion and it passed unanimously.*

The meeting moved into regular session at 6:25 pm.

**BOARD OF ZONING APPEALS RESIGNATION:** *Mr. Mueller moved to accept with regret the resignation of Ms. Sarah Moore from the Russell Township Board of Zoning Appeals effective January 1, 2020. Mr. Gabram seconded the motion and it passed unanimously.*

**ZONING SECRETARY:** *Mr. Mueller made the motion to authorize Melissa Palmer to advertise for a part-time Zoning Secretary based on the press release as distributed by email October 8, 2019, extending application deadline to November 27, 2019. Mr. Gabram seconded the motion and it passed unanimously.*

#### **PURCHASE ORDERS AND BILLS WERE APPROVED AS ATTACHED.**

*Mr. Mueller made the motion to adjourn. Mr. Gabram seconded the motion and it passed unanimously.*

The meeting was adjourned at 6:27 pm.

Justin Madden, Chairman

Karen Walder, Fiscal Officer

Recorded by: J. Sustar